

## MINUTES

### Recreation Commission

### City of Willoughby Hills

November 5, 2014

CALL TO ORDER: 7:08 pm  
PRESENT: Dan Philipp, Chairman; Lynn Hallum, Vice-Chairman; Dee Germano,  
Gloria Majeski, Jeanette Nelson, Barbara Araps, Denise Edwards,  
Rec Coordinator.  
ABSENT: Council Representative, John Plecnik; Joseph Jarmuszkiewicz.  
ALSO PRESENT: Theresa Baptie, Clerk.

**DISPOSITION OF MINUTES OF October 1, 2014** Amended changes are 1. The Vice Chairman is Lynn Hallum. 2. Under **Fall Craft Show**, Monica Ciszewski not Suzuki. 3. The 5<sup>th</sup> sentence under **Halloween Party** should read "Dan Philipp asked Denise if she has contacted Andrews-Osborne School re: utilizing them for the Halloween setup again this year. Their Day of Caring won't coincide this year due to the change in event date". 3. Under **Winterfest**, should be Fire Dept not first department. 4. Under **2015 Events**, change "working on her newsletter" to "working on the City Newsletter", also should be "see how things went" rather than "thing went". 5. Under **Public Portion**, the street name should be Marcum not Markum.

**MOTION:** Gloria Majeski moved that the Commission approve the minutes with amended changes.  
Seconded by Dee Germano.  
Roll call vote: 5 Ayes / 1 Nay; Jeanette Nelson abstains as she was not present at 10/1/14 meeting.  
**Motion passes 5/1.**

### **CORRESPONDENCE**

10/30/2014 Email from WH Recreation Department RE: Winterfest Meeting.  
11/2/2014 Email from Dan Philipp RE: November Meeting.  
11/4/2014 Email from Denise Edwards RE: October 2014 Community Center Reports.  
11/4/2014 Email from Denise Edwards RE: 2014 Craft Show Recap.

### Reports

Community Center Usage - Received from Denise Edwards on 11/4/2014.  
Rec reports – Received from Denise Edwards on 11/4/2014.  
460 Report – received from Frank Brichacek on 11/5/2014.

**COUNCIL REPRESENTATIVE'S REPORT** None.

## **RECREATION REPORT**

**Sports Programs. Basketball.** Registration just closed on Monday, have quite a few children signed up. The Boys League will be getting together very soon to get all of that together. We did make arrangements for Willoughby Middle School and Edison for the practices and games. Joe Jarmuszkiewicz did not give Denise the updates for sports for the Boys League. It's posted and tickets are ready to be sold for the Boys League Fund Raiser which takes place Jan 31<sup>st</sup> The date has been adjusted so The News Letter has the wrong date, it's the day before Super Bowl.

**Fall Craft Show.** Final report approved by Frank Brichacek on 11/3/2014. Went very well, 86 sold. Thank you to Kyle Overmyer, Denise Reichelt, Russ Lamovec, Gloria Majeski for volunteering, helping the Vendor's set up. Dave Reichelt for doing the sound system. On Saturday thank you to Kyle, Denise Reichelt, Mayor Weger, Gloria Majeski, Brian; Jeanne & Shelia Kaston, Barb Araps, Rhiannan Edwards. They all helped and supported us in some way. We didn't have as many volunteers as we did last year, but we were able to offer for the Vendor's to take a break. Thank you to Service for allowing us to borrow the Gator, it helped alleviate frustration and parking problems and get the Vendors to and from the upper lot. Thank you to Joe Jarmus, Dan Philipp, Thank Tran Jake Harmond for helping tear down to get ready for the next event. New this year was the Raffle, all people coming in were given a sheet that not only served as a game piece but also helped people find the location of items they might want to purchase. Winner of the drawing, Nadine Ernst received a very nice basket that was donated and contained among other things a necklace. This year we made sure to send out a vendor's welcome letter that contained their free coupon and survey. Gloria made little thank you notes containing a mint with the saying: "You were mint to be in our show". Some surveys have come back about the show and amount of traffic. Only one so far that said they wouldn't be back next year, they marked everything as good or average so they didn't say it was poor or that there were any issues, they also didn't give a name. This year we purchased ad's in Today's Family Magazine- Lake County Edition. Last year we did do part of Cuyahoga but save a little bit. We only did Lake County this year. Last year's surveys gave us an idea of where people heard about us from, most of them said the News Herald. Last year The News Herald was free, this year we had to pay \$20.00. A special thank you to the Service Department for posting the signs around the city. Monica was back this year for the USO trying to raise money. This year along with collecting donations she sold raffle tickets for a Christmas basket, the winner was Dorothy Coso. Monica and her mother Laura (thank you) also handed out game pieces and did the count which was almost 900 people this year, last year the count was 737. There were 86 vendor spaces sold, total fee's \$3,440.00. Raffle total \$330.00, total income \$3,770.00. Expenses were Today's Family Magazine \$115.00, News Herald \$20.00, Vendor gifts \$14.98, Supplies \$25.98, Willoughby Hills Lions Club for complementary coffee for the vendors \$16.00, Total Expenses \$191.96. Income less expenses \$3,578.04 to be deposited into the 460 fund. Lynn Hallum asked for clarification re: Monica and her mother Laura collecting for their cause and doing the door count for us. Denise replied that due to lack of volunteers is why they were doing both and that when Kyle was freed up she took over for them. Next year it will be done differently. A change for next year and already in place for The Spring Craft Show is a change in time frame. Currently it is 10:00 am to 4:00 pm. and we have found that the last hour is pretty dead plus the Vendor's get antsy and start packing up. Also in the morning there are people waiting at the door to get in so it will be changed to 9:00 am to 3:00 pm. Normally we vote to move the money to the 460 but in Denise's budget meeting with Frank Brichacek today he moved it for us.

**Halloween Party.** Do not have a final report yet. Total kids this year was 147, last year about 156. Willoughby Hills Children was 72 vs 75 last year. Volunteers came through for us despite it being on a Friday this year instead of the usual Saturday. Thank you Mayor Weger, Frank, Dee and Michael Germano, Frank and Mary Cihula, Florine O'Ryan, Denise Reichelt, Eric and

Savanna Kubish, Devin and Rhiannan Edwards, Jeanne and Sheila Kaston, Abby, Linda Fulton, Cheryl Ota, Tom Majeski, Volunteer Groups; Kim Van Sickler and Michele Henderson's Girl Scout Troops, Debra Bryda's AFS Students and Willoughby Hills Service and Fire Departments. The weather held out, everything went great with the Hayride. Thank you again. Winners this year; Hayden Brown guessed 500 for the Candy Corn Count and it was actually 501. Pie Eating Contest was Devon Edwards. Coloring Contest; Kensington Shnyder 4 and under, 5 to 6 was Nathan Combs, 7 to 9 was Lina Parrum, 10 to 12 Anthony Mendez. Costume Contest; Cutest, Josh Garesec, Scariest, Ava Jones, Funniest, Liam Jacobs, Most Original, Shod Reese. Denise has been trying to take pictures at all the events to hopefully post so when we're having our fundraising people can see what goes on throughout the events. Denise was happy with the result of having it on a Friday, doesn't think we lost very many people by doing it on a Friday. Having it on a Saturday people are home so the lobby gets completely insane by 6:00 and people are all lined up, but on a Friday people are at work so it flowed a lot better. Next year is scheduled for a Friday again. Will move the table next year as we found people coming in from the Hayride were going in line and trying to skip the check-in. Right now the total expenses are \$967.09, income \$119.00 so \$848.09 total expenses. Have a budget of \$1500.00. The only reason it's not closed yet is as things get marked down this week if we find those big inflatables or anything that we can use that we get inexpensively, since there is a little bit left in the budget Denise would still like to do that and store them for next year. By the next meeting it will be closed out. Again thanks to Dan and Joe for clean-up. Dan Philipp attended and said he thought things went well and flowed well. Jeanette Nelson said she was glad that Friday worked out, it being different audiences, football being high school and little kids attending the Halloween Party and it's good for The Community Center.

**Christmas Card Lane/Winter Fest.** Getting all the renewals in right now we do have two new ones so hopefully the numbers will be the about same as last year. The Library need a new sign and were hoping to get someone to put one together for them so they're a little disappointed and send their apology's that they won't be able to do it this year. There is a Winterfest Meeting after this meeting with a lot of exciting things to report. We have been trying to get Willoughby South Band involved and there's always been a conflict with other events, but this year they are very excited to be on board. They won't be doing the Marching Band, doing the Symphonic (?) and Fred said there will possibly be 40 to 50 kids involved doing two different time frames, having a break in between. He said they all need service time so they would be happy to volunteer for the 45 minute intermission, before and after the event and everything else. It will be fabulous to have them. It is Sunday, December the 7<sup>th</sup>, starting at 5:00 pm at the Fire Department.

**Breakfast with Santa.** Is December 13<sup>th</sup> and we started registration on Monday, there are 10 people so far. Today all the flyers were dropped off at Edison thanks to Lisa Kubish. St. Francis posted theirs today on their Wednesday Newsletter. Will definitely need volunteers. It's going to be pre-register / pre-pay. Denise is going to check with Bob Evans and a couple of other places re: the pancake batter pricewise. Gloria has been working very hard on getting things together for Santa's Shop. Santa will definitely be there so we're in good shape. Barbara Araps told Gloria if she needs any help with wrapping she'll help her, Jeanette Nelson said she and Lexi will as well.

**2015 Events. Spring Craft Show.** Have already sent out the renewals this week for all the vendor's, this way it gives them the opportunity to get their spaces back. Right now there are 60 on the waiting list. Denise is giving them till February 1<sup>st</sup>, then will start calling down the list. Again the time frame has changed to 9:00 am to 3:00 pm.

**Pancake Breakfast.** Denise will be checking on these prices when she checks for Breakfast with Santa.

**Art Gallery.** This Friday 7-9:00 pm come out to check out the Art Gallery. John Davis and The Papas Family have put everything up this week and the reception is always nice.

**COMMUNITY CENTER REPORT.** This year \$5,485.00 vs \$5,250.00 last year. Rooms rented w/ fees is 54 this year and 54 last year, with the totals it shows you how those price changes can reflect the income. Right now we are at \$53,963.00, last year we were at \$52,780.00. April thru almost to the end of August just about every Saturday for The O’Ryan rooms is already gone. Look forward to a busy March, we have Pancake Breakfast, WH Lions Pancake Breakfast, and Craft Show and due to the early Easter we will have The Easter Party the last weekend.

**460 FUND.** The Unencumbranced Balance on November 3<sup>rd</sup> is \$37,358.81. Obviously does not reflect the Fall Craft Show because it was on November 3<sup>rd</sup> when the report was generated.

**UNFINISHED BUSINESS.**

**Terry Baller re: Roemisch Complex Plan.** Dan talked to Terry, he has been out of the country on a project the last 6 weeks. He has some of the plan started and hopes to finish with in the month so we can have it for Decembers meeting. Dan has heard that there have been some inquiries from people who have some input. Maybe we’ll gather a committee when we get the plan from Terry so residents and anybody who has any input can do so.

**Corn Fest Partner w/ Recreation?** Dan thinks it make sense for Recreation to partner with Corn Fest, from the stand point of being LLC Sanctioned and how the financial part can work out. Denise Edwards stated that Recreation has always been involved in it so she also agrees that it would be a really good idea. Just an example, we could take one of our events and put that money raised not only in the 460 Fund but donate a part for the Corn Fest. Gloria stated that there is money left in the Corn Fest Fund, but we do have to start raising funds. She thinks the vision was to do the 3 concerts again. The one event that Ray wanted to have at the West end of the town didn’t seem like that was something we would want to do again. There are just so many things that need to be handled, i.e. Portal Potty’s and Emergency Plans. It would be easier to have it on our own grounds. If the Ace Group, a Community Development Group that Lynn’s husband is a member, as well as a Council Member along with with Council President Somisch want to do something to have it on the other side of town, maybe we could provide some assistance in some way. That’s almost something the Merchants have to be on board with. Lynn Hallum agrees that it makes more sense. Dan suggested having something around the 4<sup>th</sup> Of July where we can do fireworks. The Corn Fest Committee will probably meet in January per Gloria. Lynn Hallum suggested that we should have a few Member of Recreation Committee become more officially involved with that Committee. Gloria went over a few things that the Corn Fest Committee has talked about planning.

**Fall Ball Fast Pitch Girls?** Heard nothing further from Joseph Jarmuszkiewicz, baseball is now over for the year, can be taken off Unfinished Business.

**Change Meeting Night to First Tuesday.** Since so many members cannot make it on a Tues right now, it will be kept the same day by default at least for now.

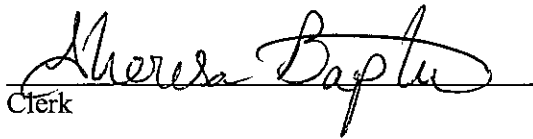
**Back-up Trick-or-Treat Day?** Dan suggested that this is something that can be left for next year now.

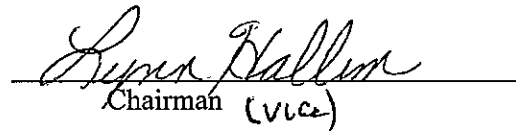
**NEW BUSINESS:** None.

**PUBLIC PORTION:** Open 8:00 p.m. Close 8:01: None.

**ADJOURNMENT**

Meeting adjourned at 8:02 p.m. by Chairman Phillip.

  
Clerk

  
Chairman (vice)

Date approved: Jan. 7, 2015

11/14/TAB

Note: Meetings of the Recreation Commission are recorded and recordings are a public record.

RECREATION COMMISSION Correspondence List  
for 12/3/14 Meeting

Email dated 11-6-14 from Denise Edwards RE: Winterfest Meeting.

Email dated 11-10-14 from Denise Edwards RE: Winterfest Meeting.

Email dated 11-10-14 from Dan Philipp RE: Winterfest Meeting.

Email dated 11-11-14 from Denise Edwards RE: Winter Fest Pre-Party Invitation.

Email Dated 11-28-14 from Dan Philipp RE: Scheduling a Winterfest Meeting.

Email Dated 12-1-14 from Gloria Majeski RE: Arrangements.

Email Dated 12-2-14 from Dan Philipp RE: Lynn Hallum Needs to Chair Meeting.

Email Dated 12-2-14 from Joe Jarmuszkiewicz RE: Not Being Able to Attend Meeting.

Reports

- Community Center Usage - received from Denise Edwards /2014
- Rec Reports - received from Denise Edwards /2014
- 460 Report - received from Frank Brichacek on /2014

## rec\_commission

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**From:** Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>  
**Sent:** Monday, November 10, 2014 10:02 AM  
**To:** 'Dan Philipp'; 'Richard Harmon'; 'rec\_commission'; 'Mayor Robert Weger'; 'Barb Araps'; 'Dee Germano'; 'Gloria Majeski'; 'Lynn Hallum'; 'Jeanette Nelson'; 'Joe Jarmuszkiewicz'; 'Guhde, Diana L.'; Fred.primavera@weschools.org  
**Subject:** Winter Fest Meeting

Hi Again. Chief Harmon can chime in, but I think he mentioned that the bounce house will be up.

I am not sure that Eat N Park will be on board, but Gloria and I will make sure there is cookie decorating. Gloria is the master of cookies & decorating so she help me to make sure we have everything necessary to make it happen.

Thank you,  
Denise

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**From:** Dan Philipp [mailto:d.w.goods@sbcglobal.net]  
**Sent:** Monday, November 10, 2014 9:56 AM  
**To:** Willoughby Hills Recreation Department; Richard Harmon; 'rec\_commission'; 'Mayor Robert Weger'; Barb Araps; Dee Germano; Gloria Majeski; Lynn Hallum; Jeanette Nelson; Joe Jarmuszkiewicz; 'Guhde, Diana L.'; Fred.primavera@weschools.org  
**Subject:** Re: Winter Fest Meeting

To All:

Thank you for helping Plan this Great Annual Event. Especially Chief Harmon, Denise Edwards and Barb for coming through with Finalizing everything. The only Question that Remains Unanswered and I am sure it is yes, is the use of the Bounce House. Oops, one other Thing: Are we doing the Cookie Decorating?

Thank You  
Dan

On Monday, November 10, 2014 9:46 AM, Willoughby Hills Recreation Department <[Recreation@WilloughbyHills-OH.gov](mailto:Recreation@WilloughbyHills-OH.gov)> wrote:



We have a Santa!!! Thank you Barb!

Denise

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**From:** Willoughby Hills Recreation Department [mailto:[Recreation@WilloughbyHills-OH.gov](mailto:Recreation@WilloughbyHills-OH.gov)]  
**Sent:** Thursday, November 06, 2014 11:37 AM  
**To:** Dan Philipp ([d.w.goods@sbcglobal.net](mailto:d.w.goods@sbcglobal.net)); Richard Harmon ([harmon.whfd@gmail.com](mailto:harmon.whfd@gmail.com)); 'rec\_commission'; 'Mayor Robert Weger' ([Mayor@willoughbyhills-oh.gov](mailto:Mayor@willoughbyhills-oh.gov)); Barb Araps ([baraps001@yahoo.com](mailto:baraps001@yahoo.com)); Dee Germano

([dgermano@divinewordkirtland.org](mailto:dgermano@divinewordkirtland.org)); Gloria Majeski ([GloriaMajeski@WilloughbyHills-OH.gov](mailto:GloriaMajeski@WilloughbyHills-OH.gov)); Lynn Hallum ([lynnstreetz@hotmail.com](mailto:lynnstreetz@hotmail.com)); Jeanette Nelson ([jenelson16@gmail.com](mailto:jenelson16@gmail.com)); Joe Jarmuszkiewicz ([joejarmus@yahoo.com](mailto:joejarmus@yahoo.com)); 'Guhde, Diana L.'; [Fred.primavera@weschools.org](mailto:Fred.primavera@weschools.org)

**Subject:** Winter Fest Meeting

Good morning everyone! I know we are required to provide notes from the meeting. I put something together with the information I wrote down last night:

Present: Dan Philipp, Denise Edwards, Barb Araps, Dee Germano, Jeanette Nelson, Linda Fulton, Cheryl Ota

Re: Sunday, December 7, 2014, Winter Fest at the Willoughby Hills Fire Department, Start time: 5:00 PM

Entertainment:

- \*Bobby Leach - singer/DJ
- \*Dawn Kendrick with 19 Action News
- \*Willoughby South Band playing for 15 minute increments at 5:15 and 6:15pm
- \*Character from Disney's Frozen - Anna, Elsa and Olaf
- \* Santa - photos with Santa. Barb is going to try to find a Santa. If not, we will try other sources.
- \*Firehouse Bounce House???

Food:

- \*Pizza provided by University Hospitals
- \*Cookies - possibly a decoration center for the kids to decorate their own cookie
- \*hot chocolate, coffee, bottled water and may add hot cider

Mission:

Fill the Ambulance with Toys for Asa's Angels and local families in need of help with Christmas. Every new, unwrapped toy will earn a raffle ticket. We need help getting donations of gift certificates, baskets, etc.

Dan to donate shirts again.

Extra Recreation Commission idea: 50/50 raffle - Is it allowed?

Volunteers:

Willoughby South Band  
WH Recreation Commission  
Diana Guhde  
Denise will send an email to all local groups that volunteer for our events

Dan will let Vickie know when the next meeting will be so she can post it. Date TBD.

Thank you,

*Denise R. Edwards*  
*Recreation Coordinator*  
*City of Willoughby Hills Recreation Department*  
*35400 Chardon Road*  
*Willoughby Hills, Ohio 44094*



## rec\_commission

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**From:** Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>  
**Sent:** Tuesday, November 11, 2014 12:22 PM  
**To:** 'Mayor Robert Weger'; 'rec\_commission'; Barb Araps; Dan Philipp; rachelephilipp@gmail.com; Dee Germano; Jeanette Nelson; Lynn Hallum; Joe Jarmuszkiewicz; Richard Harmon; Gloria Majeski; briankaston@gmail.com  
**Subject:** Winter Fest Pre-Party Invitation

Good afternoon all!

You are invited to the "tailgate party" or "pre-party" for Winter Fest on Thursday, November 20<sup>th</sup>. We would like to get a jump start on filling the ambulance! It is the "Billy's, Denny Carleton & Rich Harmon – Toy Drive"! It will be at Billy's – A Cappelli Martini Bar, 7338 Industrial Park Blvd, Mentor. The event is from 7-10pm. If you bring a toy, you will get a coupon for a ½ price drink. Chief Harmon and Denny Carleton will be entertaining. We will also be selling 50/50 tickets to help raise money to purchase the bikes requested by some of the families who have children in need this Christmas. It is going to be a lot of fun, we hope you can join us.

Best,

*Denise R. Edwards*  
*Recreation Coordinator*  
*City of Willoughby Hills Recreation Department*  
*35400 Chardon Road*  
*Willoughby Hills, Ohio 44094*  
*440-975-3540*  
[Recreation@WilloughbyHills-OH.gov](mailto:Recreation@WilloughbyHills-OH.gov)



Theresa Baptie &lt;radicalred7@gmail.com&gt;

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**Re: Rec Comm Meeting**

24 messages

**Dan Philipp** <d.w.goods@sbcglobal.net>

Fri, Nov 28, 2014 at 6:54 PM

To: rec\_commission &lt;rec\_commission@willoughbyhills-oh.gov&gt;

Cc: Barb Araps &lt;baraps001@yahoo.com&gt;, Dee Germano &lt;dgermano@divinewordkirtland.org&gt;, Denise Edwards &lt;recreation@willoughbyhills-oh.gov&gt;, "&lt;gloriamajeski@willoughbyhills-oh.gov&gt;" &lt;gloriamajeski@willoughbyhills-oh.gov&gt;, Jeanette Nelson &lt;jenelson16@gmail.com&gt;, Joe Jarmuszkiewicz &lt;joejarmus@yahoo.com&gt;, Councilman John Plecnik &lt;johnplecnik@willoughbyhills-oh.gov&gt;, Lynn Hallum &lt;lynnstreetz@hotmail.com&gt;

I should be able to make it. I coach a 8th grade basketball team and they have practice, but I think my assistant can cover for me. Can we schedule a brief Winterfest meeting for after the meeting. I will be able to make that no matter what. We need to post that in the paper.

Dan Philipp  
D&W Marketing Group  
(440) 342-2002

On Nov 28, 2014, at 5:05 PM, rec\_commission <rec\_commission@willoughbyhills-oh.gov> wrote:

The next meeting of the Recreation Commission is Wednesday, December 3, 2014 at 7:00 pm in City Council Chambers.

In addition to advising whether or not you will be in attendance, please also let me know if there is any additional item that you would like on the agenda.

The minutes of the November 5, 2014 meeting are attached for your review.

Thank you,

Theresa

<RC Minutes 11-5-14 DRAFT.pdf>

<RC Agenda 12-3-14.pdf>

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**Gloria Majeski** <gloriamajeski@willoughbyhills-oh.gov>

Sun, Nov 30, 2014 at 8:47 AM

Reply-To: gloriamajeski@willoughbyhills-oh.gov

To: rec\_commission &lt;rec\_commission@willoughbyhills-oh.gov&gt;

I plan to attend.

Gloria Majeski,

## rec\_commission

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**From:** Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>  
**Sent:** Monday, December 01, 2014 3:55 PM  
**To:** Council@WilloughbyHills-OH.gov; 'Ray Somich'; 'Nancy Fellows'; 'Frank Germano'; 'Chris Biro'; 'Chris Hallum'; 'David M. Fiebig'; 'John Plecnik'; 'Mayor's Court'; Finance@willoughbyhills-oh.gov; 'Debbie Doles'; 'Frank J. Brichacek'; 'Steve Roszczyk'; 'Willoughby Hills Recreation Department'; 'rec\_commission'; building@willoughbyhills-oh.gov; fredwyss@willoughbyhills-oh.gov; 'Mark Grubiss'; 'Debbie Semik'; 'Chris Collins'; 'Richard Harmon'; 'Stephanie Nero'; 'Frank Cihula'; 'Thomas Lobe'; 'David Reichelt'; kevin@kevinmalecek.com  
**Cc:** bobweger@gmail.com  
**Subject:** Arrangements

Mayor asked that I notify Council and City Hall Departments about the sudden passing of Rick Motuza. Rick died suddenly on Sunday of what they believe was a massive heart attack at his home on Canterbury Court. He was a prior Recreation member and Chairman and a businessman in the community. His mother, Joan, was our Recreation Clerk and BZA Clerk for many years, just retiring earlier this year.

The arrangements will be in tomorrow's News Herald, but Joan tells me that DeJohn Funeral Home on Chardon Road is handling the arrangements. Calling hours will be on Thursday afternoon and evening, with burial from St. Noel on Friday to All Souls Cemetary.

Anyone who wishes to send a card, the addresses are as follows:

Linda Motuza and Family  
2959 Canterbury Court  
Willoughby Hills, OH 44092

Dick & Joan Motuza  
28752 Chardon Road  
Willoughby Hills, OH 44092

Please keep the families in your thoughts and prayers.

Gloria Majeski,  
Executive Assistant to Mayor Weger  
City of Willoughby Hills  
35405 Chardon Road  
Willoughby Hills, OH 44094  
440-918-8730 fax: 440-975-3535  
[GloriaMajeski@WilloughbyHills-OH.gov](mailto:GloriaMajeski@WilloughbyHills-OH.gov)



Theresa Baptie &lt;radicalred7@gmail.com&gt;

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**Re: Rec Comm Meeting**

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**Dan Philipp** <d.w.goods@sbcglobal.net>

Tue, Dec 2, 2014 at 8:08 AM

Reply-To: Dan Philipp &lt;d.w.goods@sbcglobal.net&gt;

To: Jeanette Nelson &lt;jenelson16@gmail.com&gt;, rec\_commission &lt;rec\_commission@willoughbyhills-oh.gov&gt;

Cc: Barb Araps &lt;baraps001@yahoo.com&gt;, Dee Germano &lt;dgermano@divinewordkirtland.org&gt;, Denise Edwards &lt;recreation@willoughbyhills-oh.gov&gt;, Gloria Majeski &lt;gloriamajeski@willoughbyhills-oh.gov&gt;, Joe Jarmuszkiewicz &lt;joejarmus@yahoo.com&gt;, Councilman John Plecnik &lt;johnplecnik@willoughbyhills-oh.gov&gt;, Lynn Hallum &lt;lynnstreetz@hotmail.com&gt;

I will not be able to attend tomorrow. However, I will be there for the Winterfest Meeting.

PS: Lynn, will have to handle the meeting. Unfortunately, they scheduled a scrimmage without telling me until last night.

Thank You

Dan

[Quoted text hidden]



Theresa Baptie &lt;radicalred7@gmail.com&gt;

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**Re: Rec Comm Meeting**

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joseph jarmuszkiewicz &lt;joejarmus@yahoo.com&gt;

Tue, Dec 2, 2014 at 7:49 AM

Reply-To: joseph jarmuszkiewicz &lt;joejarmus@yahoo.com&gt;

To: Lynn Streetz <lynnstreetz@hotmail.com>, Denise <recreation@willoughbyhills-oh.gov>, rec\_commission <rec\_commission@willoughbyhills-oh.gov>, Barb Araps <baraps001@yahoo.com>, Dee Germano <dgermano@divinewordkirtland.org>, Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>, Jeanette Nelson <jenelson16@gmail.com>, Councilman John Plecnik <johnplecnik@willoughbyhills-oh.gov>, Dan Phillip <d.w.goods@sbcglobal.net>

I will be unable to attend due to an awards event with my daughter at South  
Joseph Jarmuszkiewicz  
[Quoted text hidden]

## 2014 Community Center Usage Report for 11/1-11/31/14

ROOM	TOTAL ROOM USAGE w/Fee	TOTAL ROOM \$YTD	TOTAL ROOM USAGE w/\$0 fee	TOTAL ROOM USAGE
O'RYAN ROOM	8	\$ 2,667.50	5	13
LIONS ROOM	15	\$ 1,110.00	3	18
SCHAEFER ROOM	11	\$ 935.00	3	14
HISTORICAL ROOM	6	\$ 480.00	4	10
YTD TOTALS	40	\$ 5,192.50	15	55

2013 = 50 total Room Usages w/Fee

RENTALS - NOVEMBER 2014									
DAY	DATE	ROOM	NAME of BUSINESS	ADDRESS	CITY	ZIP	EVENT	ALCOHOL	FEE
SAT	11/1/2014	Schaefer	Julie Matlock	27600 Chardon Road	WH	44092	Baby Shower	no	\$125.00
SAT	11/1/2014	O'Ryan	Kedar Chavan	2932 Stratford Way	WH	44092	Birthday Party	no	\$350.00
SAT	11/1/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinocchio Club	No	\$0.00
SUN	11/2/14	O'Ryan	Tawana Jones	3650 Cummings Road	Cleveland Ht	44118	Birthday Party	no	\$325.00
MON	11/3/2014	O'Ryan	Charter Review Commission	35405 Chardon Road	WH	44094	Meeting	no	\$0.00
MON	11/3/14	O'Ryan	LC Board of Elections	105 Main Street	Painesville	44077	Setup	no	\$0.00
MON	11/3/14	Lions	LC Board of Elections	105 Main Street	Painesville	44077	Setup	no	\$0.00
TUES	11/4/14	O'Ryan	LC Board of Elections	105 Main Street	Painesville	44077	Election Day	no	\$0.00
TUES	11/4/14	Lions	LC Board of Elections	105 Main Street	Painesville	44077	Election Day	no	\$0.00
WED	11/5/14	Historical	Paul Brickman	38882 Mentor Avenue	Willoughby	44094	Signature Health	no	\$50.00
WED	11/5/2014	Lions	Chris Keller	7300 Ledgewood	Kirtland	44094	Yoga	no	\$25.00
THURS	11/6/14	Schaefer	Layne Kendig	Pebblebrook	WH	44094	Art Class	no	\$10.00
FRI	11/7/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinocchio Club	No	\$0.00
FRI	11/7/2014	Foyer	John Davis	35405 Chardon Road	WH	44094	Art Gallery Opening	Yes	\$0.00
SAT	11/8/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinocchio Club	No	\$0.00
SAT	11/8/14	Lions	Laura Harris	3253 Yorkshire Road	Cleveland Ht	44118	Baby Shower	no	\$200.00
SAT	11/8/14	O'Ryan	Rozelle Williams	1940 Powell Avenue	CH	44118	50th Birthday Party	Yes	\$525.00
SAT	11/8/14	Historical	Linda Howell	1244 Andrews Ave	Lakewood	44107	Baby Shower	no	\$100.00
SAT	11/8/14	Schaefer	Shari Colburn	440 Greenfield Lane	Painesville	44077	Birthday Party	no	\$110.00
SUN	11/9/14	O'Ryan	Iris Warren	27645 Bishop Park Dr	WH	44092	Birthday Party	no	\$325.00
SUN	11/9/14	Lions	Rev. Mason Fenner	130 Eaton Ridge Dr #2	Sagamore H	44067	Deaf Community Out	no	\$125.00
SUN	11/9/14	Historical	Betty Mitrovich	5540 Anacnda Avenue	Mentor	44060	Triax Co. Reunion	no	\$100.00
SUN	11/9/14	Schaefer	Elizabeth Bush	1016 East 145th Street	Cleveland	44110	Baby Shower	no	\$110.00
MON	11/10/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	\$25.00
TUES	11/11/14	O'Ryan	City of WH	35405 Chardon Road	WH	44094	Veteran's Day Service	no	\$0.00
WED	11/12/2014	Lions	Chris Keller	7300 Ledgewood	Kirtland	44094	Yoga	no	\$25.00
WED	11/12/2014	O'Ryan	Jim Steinmetz	2647 Alan Drive	WH	44092	Prime Time Band Pra	no	\$30.00
THURS	11/13/14	Schaefer	Layne Kendig	Pebblebrook	WH	44094	Art Class	no	\$10.00
THURS	11/13/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	\$25.00
THURS	11/13/14	Schaefer	Willoughby South ACADEC	35405 Chardon Road	WH	44094	ACADEC Meeting	no	\$0.00
THURS	11/13/14	Historical							
THURS	11/13/2014	Historical	Joyce Grady/League of Women Voters		WH		League of Women V	no	\$0.00
FRI	11/14/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinocchio Club	No	\$0.00
FRI	11/14/14	Lions	Kim Roberts	2429 Michele Court	WH	44094	Football Banquet	yes	\$125.00
SAT	11/15/14	Historical	Jessica Emick	2932 Sherbrooke Valle	WH	44094	Fielding Graduate Un	No	\$80.00
SAT	11/15/14	Schaefer	Allyson Mocinikar	91 East 219th Street	Euclid	44123	Birthday Party	no	\$110.00
SAT	11/15/2014	Lions	WH Library	35400 Chardon Road	WH	44094	Lego Club	no	\$0.00
SUN	11/16/14	Historical	Jessica Emick	2932 Sherbrooke Valle	WH	44094	Fielding Graduate Un	No	\$70.00
SUN	11/16/14	O'Ryan	Rosa Lindsey	27400 Chardon Rd # 6	WH				

					2010	2011	2012	2013	2014
				JAN	2,372.00	1,740.00	3,390.00	\$ 2,950.00	\$ 3,785.00
				FEB	2,599.00	2,875.00	3,160.00	\$ 3,655.00	\$ 4,205.00
				MAR	2,092.00	2,375.00	4,410.00	\$ 3,845.00	\$ 5,035.00
				APR	2,580.00	4,590.00	4,425.00	\$ 5,315.00	\$ 4,405.00
				MAY	6,935.00	6,297.00	6,090.00	\$ 6,545.00	\$ 5,465.00
				JUN	4,369.00	6,270.00	6,270.00	\$ 7,760.00	\$ 8,035.00
				JUL	4,794.00	4,235.00	6,660.00	\$ 6,650.00	\$ 6,333.00
				AUG	4,455.00	4,565.00	5,160.00	\$ 4,860.00	\$ 6,775.00
				SEP	3,839.00	4,972.00	5,800.00	\$ 5,950.00	\$ 4,440.00
				OCT	5,700.00	5,330.00	3,220.00	\$ 5,250.00	\$ 5,485.00
				NOV	3,250.00	4,265.00	5,565.00	\$ 5,265.00	\$ 5,192.50
				YTD Subtotal	30,187.00	32,977.00	39,565.00	\$ 58,045.00	\$ 59,155.50
				DEC	5,559.00	2,966.25	5,635.00	\$ 5,715.00	
				YTD	48,635.00	50,510.25	59,815.00	\$ 80,225.00	\$ 74,273.00
								TOTAL	\$ 44,038.00

# YTD Fund Report for Year 2014 Month 11 - City of Willoughby Hills

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
460	RECREATION CAPITAL PROJ FUND	30,582.56	10,355.17	0.00	40,937.73	0.00	40,937.73
1 Funds		30,582.56	10,355.17	0.00	40,937.73	0.00	40,937.73



# MTD/YTD Revenue Report by Fund for Year 2014 Month 11 - City of Willoughby Hills

Account	Description	Est Rev	MTD Rec	YTD Rec	Unc Bal	%Remain	%Collected
460.000.46100	INTEREST	100.00	0.00	5.25	94.75	94.75%	5.25%
460.000.46200	REC COMMISSION PROCEEDS	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.49280	TFR FROM 280	8,100.00	0.00	10,349.92	(2,249.92)	(27.78%)	127.78%
460.000.49300	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.49305	BREAKFAST WITH SANTA	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.49530	REFUNDS & REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.50000	GOODBYE TO GARFIELD COLLECTION	0.00	0.00	0.00	0.00	0.00%	0.00%
<b>Fund 460</b>	<b>RECREATION CAPITAL PROJ FUND</b>	<b>8,200.00</b>	<b>0.00</b>	<b>10,355.17</b>	<b>(2,155.17)</b>	<b>(26.28%)</b>	<b>126.28%</b>
<b>7 Accts</b>		<b>8,200.00</b>	<b>0.00</b>	<b>10,355.17</b>	<b>(2,155.17)</b>	<b>(26.28%)</b>	<b>126.28%</b>

# MTD/YTD Total Expense Report by Fund for Year 2014 Month 11 - City of Willoughby Hills

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
460.110.56100	IMPROVEMENTS -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.56500	BUILDING IMPROVEMENTS -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.58000	PROJECT COSTS -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.58001	GOODBYE TO GARFIELD -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.59990	RESERVE -	34,800.00	0.00	0.00	34,800.00	0.00	0.00	34,800.00
460.350.53600	ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.350.53660	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.350.54700	LANDSCAPING MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Funct 460</b>	<b>RECREATION/CAPITAL PROJ/FUND</b>	<b>34,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34,800.00</b>
<b>8 Accts</b>		<b>34,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34,800.00</b>

# HALLOWEEN PARTY 2014 RECAP

**Budget = \$1,500.00**

**TOTALS:** 147 Children (156 children in 2013)

**WH Attendees:** 31 WH Families, 72 WH Children (42 Families WH, 75 children were Willoughby Hills Residents in 2013)

## **Special thank you to**

**Volunteers:** Mayor Weger, Frank Germano, Michael Germano, Frank & Mary Cihula, Florine O’Ryan, Denise Reichelt, Eric & Savanna Kubish, Devin & Rhiannan Edwards, Jeanne & Sheila Kaston, Abbey, Linda Fulton, Cheryl Ota, Tom Majeski

Rec Commission – Barb Araps, Dee Germano, Joe Jarmus, Gloria Majeski, Dan Philipp

**Volunteer groups:** Kim VanSickler and Michelle Henderson’s Girls Scout Troops & Debra Bryda’s AFS students

**Assisting:** Willoughby Hills Fire and Service Departments

There were games, candy, contests – the Parent Pumpkin Pie Eating Contest, Haunted Hay Rides, Donuts and Apple Juice, Face Painting, Coloring Contest (judging before the meeting)

Suggestions for 2015 – Keep the event on a Friday night and move the check in table back to the front of the lobby

**Candy corn count Winner:** Hayden Brown guessed 500, actual count was 501

**Pie Eating Contest Winner:** Devin Edwards

## **Coloring contest winners:**

4 & Under - Kensington Snyder

5-6 – Nathan Combs

7-9 – Lena Perram

10-12 – Anthony Mendez

## **Costume Contest**

Cutest – Josh Garisek

Scariest – Ava Jones

Funniest – Liam Jacobs

Most Original - Shod Reese

## **EXPENSES – \$972.83**

Aladdin’s for 3 games rented = \$132.30

Straw from Lowe’s – \$61.27

Candy, decorations, cups, plates, napkins, apple juice = \$419.85

Pizza for volunteers = \$52.30

Denise Edwards for some Face Paint from Marcs = \$13.13

Donuts from Giant Eagle = \$179.79

Gift Cards for contests = \$50.00

Micro Center - ink and paper = \$34.19

Divyne Designs for day change = \$30.00

**INCOME - \$119.00** (\$130 in 2013)

**INCOME - EXPENSES:** \$853.83

**REMAINING IN BUDGET:** \$646.17 (2013 = \$840.82)

– Income does not get transferred into the Recreation Fund 460 from this event. (approved by )



# Willoughby Hills Winter Festival & Toy Drive 2014

Dec 7th 5pm - 7pm

## Willoughby Hills Fire Department

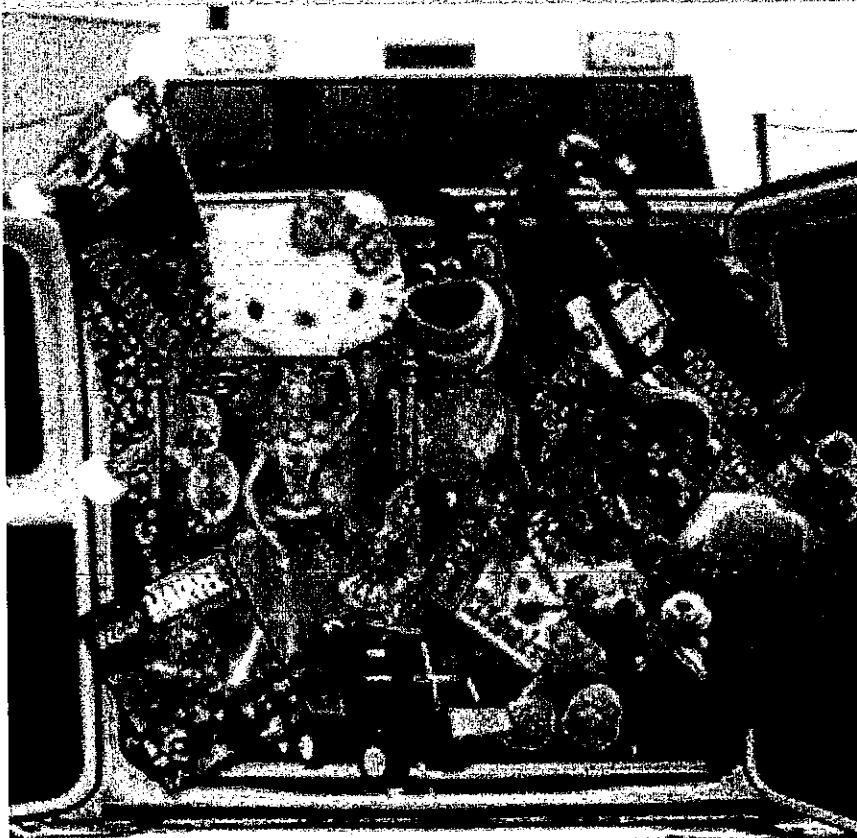
Hosted By

19 Action News' Very Own, Ms. Dawn Kendrick & Performer Extraordinaire  
Mr. Bobby Leach for our third Annual "Willoughby Hills - Winter Festival & Toy Drive"

- Willoughby South High School Wind Symphony
- Characters from Disney's Frozen: Anna, Elsa & Olaf
- Visit From Slider From The Cleveland Indians
- Santa - Photos with Santa
- Bounce House
- Deepwood Idol Singers
- Lake Humane Society
- Gift Baskets & Prizes
- Pizza provided by University Hospitals
- Hot chocolate, coffee, and bottled water
- WKKY 104.7



FILL THE AMBULANCE WITH NEW  
UNWRAPPED TOYS FOR LOCAL  
FAMILIES IN NEED THROUGH



Asa's  
Angels

Helping Others Means Everything

We will also be assisting  
the Willoughby Food Bank  
and Lake County Jobs &  
Family Services.

If you are in need or know  
someone who is, please visit  
<http://asacoxhomes.com/xmas2014.asp>  
for an application.